

**AIRPORTS AUTHORITY OF INDIA  
CALICUT INTERNATIONAL AIRPORT**

**NOTICE INVITING e-TENDER (2 Envelope Open Tender)  
(E-Bid Ref. No. 2022\_AAI\_130479\_1)**

AAI/CL/OPS/AOCC/2022/02

29.09.2022

Item rate tenders are invited through the e-tendering portal by Airport Director, Airports Authority of India, Calicut International Airport, Malappuram - 673647 on behalf of the Chairman, AAI from the eligible contractors/companies/ agencies who have done similar nature of work for the work of **“Job Contract for Airport Operations Control Centre (AOCC) & Data Entry Services in Operations Department at Calicut International Airport.”** at an estimated cost of **Rs. 1,05,94,646/- (Rupees One Crore Five Lakhs Ninety Four Thousand Six Hundred Forty Six only), (Excluding Statutory components (EPF, ESI & Bonus) and GST)** with a completion period of **24 (Twenty-Four) months** (Extendable for one-year subject to satisfactory performance of work and requirement of AAI).

Similar nature of work is defined as **“Management and Operations of Airport Operations Control Centre during last seven years ending on 31.08.2022 in India”**.

The tendering process is online at e-portal URL address **<https://etenders.gov.in/eprocure/app> or [www.aai.aero](http://www.aai.aero)**. Aspiring bidders may download and go through the tender document.

Prospective Tenderers are advised to get themselves register at CPP-portal, obtain ‘login ID’ & ‘Password’ and go through the instructions available in the Home Page after log in to the CPP-portal **<https://etenders.gov.in/eprocure/app> or [www.aai.aero](http://www.aai.aero)**. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days’ time. The tenderer may also take guidance from AAI Help Desk Support through path [aai.aero/tender/e-tender/help](http://aai.aero/tender/e-tender/help) desk support.

i) For any technical related queries please call the Helpdesk. The 24 X 7 Help Desk details areas below: -

Tel: 0120-4200462,0120-4001002, Mobile: 91 8826246593.

E-mail: [support-eproc@nic.in](mailto:support-eproc@nic.in)

Bidders are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with the contact details.

For any further technical assistance with regard to functioning of CPP portal the bidder may contract to the following AAI help desk numbers on all working days only between

ii) 08.00 hrs to 20.00 hrs (Mon-Sat) – 011-24632950, Ext - 3512(Six Lines),

E-mail: [eprochelp@aai.aero](mailto:eprochelp@aai.aero)

iii) 09.30 hrs to 18.00 hrs (Mon-Fri) – 011-24632950, Ext – 3523,

E-mail – [etendersupport@aai.aero](mailto:etendersupport@aai.aero), [sanjeevkumar@aai.aero](mailto:sanjeevkumar@aai.aero) and [snita@aai.aero](mailto:snita@aai.aero)

iv) 09.30 hrs to 18.00 hrs (Mon-Fri) – 011-24657900, E-mail: [gmitchq@aai.aero](mailto:gmitchq@aai.aero)

**CRITICAL DATE SHEET**

S.NO	Description	Date	Time
1	Upload Date in e-portal/Publishing Date	29.09.2022	1400 hrs
2	Bid Document Download Start Date & Time	29.09.2022	1500 hrs
3	Clarification Start Date & Time	29.09.2022	1530 hrs
4	Bid Submission Start Date & Time	29.09.2022	1530 hrs
5	Clarification End Date & Time	19.10.2022	1100 hrs
6	Bid Submission End Date & Time	20.10.2022	1500 hrs
7	Date of Opening Tech/PQQ (Envelope-I)	21.10.2022	1530 hrs
8	Date of Opening Financial Bid (Envelope-II)*	31.10.2022	1100 hrs
9	Tender Fee	Rs.1180/- (incl. GST) non-refundable. to be paid through online	
10	EMD	Rs. 2,11,893/- to be paid through online.	

\*Any change in the date will be separately intimated through e-Tendering portal

Tender fees of Rs.1180.00 (Tender fee of Rs. 1000.00+ GST of Rs. 180.00) non-refundable will be required to be paid by way of online as per the Annexure 'D' uploaded along with the tender.

Following 2 envelopes shall be submitted through online at CPP-portal by the bidder as per the following schedule: -

**ENVELOPE-I (PRE- QUALIFICATION & TECHNICAL BID):-**

The following documents are to be uploaded in the PQQ folder:

- i) Scanned copy of Registration Certificate of Company or Copy of valid MSME/NSIC certificate or any other body specified by Ministry of Micro, Small & Medium Enterprises
- ii) Proof of Tender fee and EMD paid online or Copy of valid MSME/NSIC certificate or any other body specified by Ministry of Micro, Small & Medium Enterprises in case of MSEs seeking exemption of Tender Fee and EMD, if applicable.
- iii) Digitally signed Tender document.
- iv) Scanned copy of digitally signed Unconditional acceptance of Terms & Conditions of Tender as per Annexure-A.
- v) Scanned copy of duly signed Affidavit for Payment of Minimum Wages as per Annexure-B.

- vi) Scanned copy of duly signed Undertaking for Non- Blacklisting / Debarring of Firm as per Annexure-C.
- vii) GST Undertaking as per Annexure-E
- viii) Scanned copy of Permanent Account Number (PAN) and GST Registration Certificate.
- ix) Scanned copy of Employee's Provident Fund Organization (EPFO) registration.
- x) Scanned copy of Employees State Insurance Corporation (ESIC) registration.
- xi) Should have satisfactorily completed (Phase/Part completion of the scope of work in a contract shall not be considered) three works, each of **Rs. 21,18,928/- per year** or two works, each of **Rs. 26,48,662/- per year** or one work of **Rs. 42,37,859/- per year** in single contract of similar nature work during last seven calendar years. Similar nature of work is defined as **“Management and Operations of Airport Operations Control Centre during last seven years ending on 31.08.2022”**.

Client certificate for experience should show the similar nature of work done, the value of work (excluding GST or including GST), date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work.

Firms showing work experience certificate from non-government/non-PSU organizations should submit copy of tax deduction at sources certificate in support of their claim for having experience of stipulated value of work.

- i) Should have annualized average financial turnover of **Rs. 15,89,197/-** against works executed during last three years ending 31<sup>st</sup> March of the previous financial year. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account Statement of the firm should be submitted along with the application signed by a Chartered Accountant. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected. CA certificate should bear UDIN.
- ii) Other Undertaking and Affidavit (duly filled **Annexure A to E**) along with Proof of Remitting Tender fee.

### **Refund of EMD**

The refund of EMD to tenders who fail to qualify in the eligibility /technical criteria shall be initiated online to their source account, after the technical evaluation report is submitted on the CPP Portal. For all tenders who qualify and their financial bids are opened, the refund of EMD of such tenderers except L-1 shall be initiated online to their source account after the submission of financial evaluation report.

### **ENVELOPE-II (THE FINANCIAL E-BID THROUGH CPP PORTAL)**

All rates shall be quoted in the format provided and no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidders). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

## 1. Bid Submission: -

The tenderer shall submit their application only at CPP Portal: <https://etenders.gov.in/e procure/app>. Tenderer/contractor are advised to follow the instruction provided in the tenderer document for online submission of bids. Tenderers are required to upload the digitally signed file of scanned documents. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

2. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstances will father and his son(s) or other close relations who have business relationship with one another (ie when one or more partners(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
3. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPP) website <https://etenders.gov.in/e procure/app> shall not tamper /modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered /modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with AAI.

## 4. Bids Opening Process is as below: -

### **Envelope-I: (Tender Processing Fee, EMD, Technical bid and pre-qualification):**

Envelope I containing documents as mentioned above (uploaded by the tenders) shall be opened on date & time mentioned in CRITICAL DATA SHEET. If the bidder has any query related to the Bid document of the work, they should use “Seek clarifications’ on CPP portal to seek clarifications. No other means of communication in this regards shall be entertained.

If any clarification is needed from the tenderer about the deficiency in his uploaded documents in Envelope I he will be asked to provide it through CPP Portal or email if required. The tenderer shall upload the requisite clarification/documents within time specified by AAI, failing which it shall be presumed that bidder does not have anything to submit and bid shall be evaluated accordingly.

The intimation regarding acceptance/rejection of their bids will be intimated to the tenderers through CPP Portal.

### **Envelope-II: (Financial Bid)**

Envelope – II containing financial bid of the tenders found to be meeting the technical criteria and qualifying requirements shall be opened on date & time mentioned in **CRITICAL DATA SHEET**. **(In case the date and time for opening of Envelope II (Financial Bid) is required to be changed, the same shall be intimated through CPP portal)**

5. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.

6. AAI reserve the right to disallow issue of tender document to working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/Temporary/Permanent debarment/blacklisting by any department of AAI or Central/State Govt. Dept./PSUs etc. **AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information /documents submitted by the applicant is found to be incorrect/false or have some discrepancy which disqualifies the tenderer then AAI shall take the following action:**
  - a) **Forfeit the entire amount of EMD submitted by the tenderer.**
  - b) **The tenderer shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.**
7. Consortium /JV companies shall not be permitted.
8. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
9. Concessions to Indian Micro & Small Enterprises (MSEs) units will be given as per the provisions (para-10) of public procurement policy for MSEs order 2012, MSEs (Micro & Small Enterprises) registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and handloom etc.
10. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.

**Sd/-**  
**Jt. General Manager (Operations)**  
**AAI, Calicut Intl Airport.**